

MINUTES
KENOSHA COUNTY
FINANCE/ADMINISTRATION COMMITTEE
Thursday, May 16, 2019

MEMBERS PRESENT: Terry Rose, Ron Frederick, Edward Kubicki, Jeffrey Gentz, and John O'Day

MEMBERS EXCUSED: Michael Goebel and Jeff Wamboldt

YOUTH IN GOVERNANCE MEMBERS EXCUSED: YIG Member Daniel Mieczko and YIG Member Anika Katt

OTHER SUPERVISORS PRESENT: Supervisors Gabe Nudo and Zachary Rodriguez

PLACE: KCAB, Committee Conference Room

DATE: May 16, 2019

Chairman Rose called the meeting to order at 6:30 p.m.

CITIZENS COMMENTS

There were none.

REPORTS FROM THE CHAIRMAN

There were none.

REPORTS FROM COMMITTEE

There were none.

APPROVAL OF MINUTES (00:07 Recorder Time)

Gentz/Kubicki to approve the minutes of the Joint Committee meetings from April 11 and 16, 2019 and the regular Finance/Administrative Committee meeting of April 11, 2019. Motion carried - All aye.

COUNTY EXECUTIVE – HUMAN RESOURCES – Resolution Request to Approve the Appointment of Michael Underhill to the Kenosha County Library System Board (0.30)

Chairman Rose noted it was requested to move the Michael Underhill appointment item to be heard earlier. Gentz/Kubicki motion to approve. Motion carried – All aye.

SUPERVISOR RODRIGUEZ – Ordinance to Set the Fees Relating to Open Records Requests (2:12)

Corporation Counsel Joseph Cardamone and Supervisor Rodriguez presented. Corporation Counsel presented a redlined document to set fees relating to open records requests. Chairman Rose suggested Corporation Counsel provide the drafted ordinance with the actual set fee schedule costs of hard copies, flash drive, and sizes to the committee and return to this discussion. Chairman Rose advised to move on to the next item.

Resume Discussion- (59.33) Supervisor Rodriguez stated that Corporation Counsel would send a memo that the fees regarding Open Records Requests for copies be reevaluated and that they would come back in July with an ordinance. Frederick/Kubicki motioned to table this ordinance until July. Motion carried - All aye.

KABA – First Quarter 2019 Report (40:50) Brock Portilia, Director of Finance & Administration, provided and update on the following: EDA Revolving Loan Fund- Quest 8201 LLC paid off in May, 2019; County Revolving Loan Fund-no new activity for the first quarter; CKC Revolving Loan Fund-loan disbursement of \$250,000 through the first quarter and \$131,000 disbursed on April 1st. This pertains to the Five Star equipment expansion project and the disbursement in July of the remaining funds in the amount of \$513,000. The High Impact Loan Fund - no new activity for the first quarter. Gentz/Kubicki motion to receive and place on file. Motion carried - All aye.

INFORMATION TECHNOLOGY - Resolution 2019 Information Technology Resolution to Recognize Additional Revenue and Modify Expenditure Budgets for Services Incurred for the Use of the Fiber Infrastructure for the Public Safety Software and NG911 from Kenosha Joint Services (52:33)

Martin Lacock, Chief Information Officer, presented. Frederick/Kubicki motion to approve. Motion carried - All aye.

INFORMATION TECHNOLOGY – Resolution to Approve the Technology Use Policy (55:38)

Martin Lacock, Chief Information Officer, presented. Gentz/O'Day to approve. Motion carried - All aye.

INFORMATION TECHNOLOGY – Resolution to Approve the Identity and Access Management Policy (57:19)

Martin Lacock, Chief Information Officer, presented. Frederick/Kubicki to approve. Motion carried - All aye.

CORP COUNSEL - COUNTY CLERK - Resolution Authorizing Transfer of Three Parcels Taken By Tax Deed to the City of Kenosha and Forgiveness of Taxes and Assessments (1:05:29)

Senior Assistant Corporation Counsel John Moyer presented. Gentz/Kubicki to approve. Motion carried - All aye.

CORP COUNSEL - COUNTY CLERK – Resolution Authorizing Transfer of Two Parcels Taken By Tax Deed to the Village of Paddock Lake and Forgiveness of Taxes, Parcels #40-4-120-021-2885 and #40-4-120-021-2890 (1:07:48)

Senior Assistant Corporation Counsel John Moyer presented. Frederick/Kubicki to approve. Motion carried - All aye.

CORPORATION COUNSEL – PUBLIC WORKS – Resolution to Purchase Property at 5511 11th Avenue (1:08:58)

Corporation Counsel Joseph Cardamone presented. Discussion purchase price of \$205,000 was negotiated. Supervisor Nudo supported the purchase and suggested appraisals should be reviewed in the future. Supervisor Gentz asked for the balance in the fund to purchase property and Jim Kupfer, DPW CFO, presented the balance in the fund after purchases of \$325,000 for a corner property and \$205,000 for the purchase of 5511-11th Avenue to be approximately 700,000. Frederick/O'Day motion to approve. Motion carried - All aye.

AUDIT OF BILLS (1:21:53)

REPORT FROM DEPARTMENT OF ADMINISTRATION (1:22:30)

Human Services – Patricia Merrill, Finance Director, noted there would be a year-end report scheduled for the June committee meeting.

Treasurer's Reports – Tax Status Report April 29, 2019 – presented.

Register of Deeds Report – April, 2019 – presented.

Monthly Statement – May 8, 2019 – presented.

Budget Modification(s) – May 8, 2019 - presented.

Kubicki/Frederick Motion to adjourn. Motion carried - All aye. The Committee adjourned at 8:00 p.m.

Respectfully Submitted,

Recording of the minutes is available.

Prepared by: Connie Rinaldi, Accountant